



INCORPORATED:
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Village of Youngstown

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Village of Youngstown Board of Trustees Minutes– August 10, 2023

PRESENT: Mayor Reisman, Deputy Mayor Heath, Trustee Quarantillo, Trustee Stella, Trustee Stevens, Superintendent Quarantillo, Building Inspector Stevens, Chief Paul, Attorney Caserta, Clerk-Treasurer Brown. **ABSENT:** Engineer Lannon, Recreation Director Gruarin.

CALL TO ORDER: With a quorum present, Mayor Reisman called the meeting together at 7:02 p.m. with the Pledge of Allegiance. Mayor Reisman then opened the meeting to public comment.

PUBLIC COMMENT--all comments shall be kept to 3 minutes and directed to the Village Board of Trustees.

Mark Fox of Lockport Street showed the Board a drone picture he took of the Cold Storage area. Mr. Fox stated the Board had to figure the grant was not going to be awarded as the Village did not meet criteria and the property has had no action for a year now with no contingency plan. Mr. Fox noted he saw the agenda stated the Board would be considering an RFP for the property, and would like to know why, and also why demolition was not being considered. Mayor Reisman, noted that there is a meeting with the State in mid-August for information on the grant. Mr. Fox asked if the Mayor was stating that he was not informed that the grant was already turned down. Mayor Reisman stated he had not personally seen anything from the State and would have more details after the mid-August meeting. Mayor Reisman stated when the Village had information the Board would discuss the next steps with Attorney Caserta and move forward. Discussion continued noting past proposals for the property and actions the past Board had pursued. Mr. Fox asked if the State and County needed to be brought in on the situation. Mayor Reisman stated that the Village will move on in a professional manner and thanked him for the photo.

Rick Lohr of Main Street addressed the Board regarding his July 7, 2023 letter on the sewer portion of his water/sewer bill. Mr. Lohr was looking for an update from the Board on a decision to waive the sewer portion of the bill, and has made payment of the water/sewer bill less the sewer portion, and noted he hoped penalty fees would be waived. Mayor Reisman noted his request had been received and has not been resolved as of yet. Mr. Lohr asked the Board to consider if they bought something and it was not available, should they still have to pay for it.

Mr. Lohr also noted that he would like the sewer line to be extended to his area as it would be beneficial.

Kate Myers of Main Street addressed the Board noting she contacted Deputy Mayor Heath after his letter was distributed in the Youngstown newsletter. Mrs. Myers noted she felt the participation numbers at the Falkner Park programs were dwindling and felt that the scheduling time of the programs was a reason. Mrs. Myers noted the library holds their programs at 10:00 a.m. and has participation. Mrs. Myers continued that the Falkner Park programs run at 1:00 p.m. and are good programs, but 1:00 p.m. is nap time and would like to see the programs at 10:00 a.m. time frame as they are good programs. Mrs. Myers also noted that there is no wading pool available on the weekends and that is when families can utilize them. Mrs. Myers would like Recreation to consider these requests for next season.

DEPARTMENTAL REPORTS: Departmental reports were received. Mayor Reisman asked the Department Heads if there were any updates.

POLICE: Patrol Report: Officers continue to make checks of Veterans Park and the cold Storage building and grounds. Officers have been diligent during patrols of several areas concerns and complaints of vehicles speeding. The Police office has received several phone calls of a complementary nature from residents on Church Street noting a reduction in this matter. The Police Office along with the Clerk's Office processed multiple background checks and vendors' permits over the past two weeks and are continuing to process multiple requests for upcoming events. Officer Matthew Cipollitti is in the final stage of processing with DCJS and should be on Patrol soon. With the long process in place for new Officers this writer would strongly request that an additional two officers be processed. This would not be excessive given the fact that at the present time, the village only has two working Officers in addition to myself. If an Officer is injured, sick or on vacation this severely limits the department's abilities. I believe it would be a wise investment in and for the future. Chief Paul added that the Board may want to look into the revenue aspect of background checks. There were approximately 70 background checks done and other agencies charge \$25.00 per check. The Board was in agreement and will look at the special use permit fees associated with this process.

DEPARTMENT OF PUBLIC WORKS: In the past month we completed the benches in the North Dock and placed them. We also trimmed all the trees in Falkner Park and weeded the playground area numerous times removing the pricker weeds. We spent some time on Water St hill "South side" pushing all the trees back away from the road. We also spent a day on the South Dock Stairs clearing the debris away from the stair and fixing a few small repairs. We also replaced the hand dryer in the ladies' room in the Water St bathrooms. The new water meter for the Villa had arrived so we replaced the old one with a brand new ultra sonic flow meter. In the shop we had our annual lift inspection. We continue our weekly activities such as mowing and brush pickup, garbage's, inspections and water reads. I am currently in the process of re-quoting a dump truck. I think we may

have jumped the gun a little when we abruptly canceled it. I understand that the correct information wasn't given to board at that time and a decision had to be made. Please understand that this is a crucial piece of equipment to our fleet and the longer we hold off the more costly it will be. As soon as I have the numbers and a plan in place, I will forward the information to the board for consideration.

Two weeks ago, on July 29th we had a terrific rain storm come through dropping 2 inches of rain in an hour. Some people may think it's only two inches but to a storm sewer system that is a ton of water. No system let alone our system can handle that kind of water flow. This system had a serious overload causing flooding on Carrollwood, Northfield and Westwood Rds. The system was not clogged by any means but it will take a couple hours to dissipate the water. Heavy rains as such will also cause the sanitary sewer to over flow as well, causing backups into residences houses. There is absolutely nothing we can do to prevent this from happening. Water travels in the path of least resistance and that's usually down! We did have an issue with Water St lift station which we fixed, but the system is old and thankfully will be upgraded soon. Any questions please feel free to reach out at any time.

ENGINEER: Below is the tentative schedule for the REDI project.

- Advertise for bids 9/1/2023
- Open bids 9/22/2023
- Award contract 10/12/2023
- Notice to proceed 11/1/2023
- Construction complete 4/30/2024

Please note that the above schedule is weather dependent and subject to lead times, etc. Upon further discussion with the Village, it is no longer required to install the sheet piling on the south end of the project area. The Mayor and I met with representatives from the yacht club to coordinate activities and inform them of the construction impacts to the area. We are hoping to have the construction completed outside the summer months to the extent possible.

BUILDING INSPECTOR: there were 6 building permits issued in the month of June. 3 complaints in various stages of resolution. Building inspector Stevens added that there are slots open on the Zoning Board and Planning Board to fill. Building Inspector Stevens noted it is important to fill the spots and have full Boards in place. There is a member that may be retiring as well. Mayor Reisman noted he spoke with member Braun and he will be retiring. Clerk-Treasurer Brown has sent the current applications to the Board for review and appointment to the open positions on the Boards. The Board was in agreement that they move forward with appointments in September. Building Inspector Stevens also noted he would like the group on short term rentals get back together to work on a template and keep the process moving. Building Inspector Stevens also stated that he has reviewed the food truck/vendor codes for other municipalities. Attorney Caserta stated he had made contact with the other local municipal Attorneys and

would like to see a shared format and document. Deputy Mayor Heath noted the Lewiston code was very detailed and we could do something similar but probably did not need the detail Lewiston was requiring. Everyone was in agreement. Building Inspector Stevens noted there is a NYSEDA class coming up that if he attends will award the Village with 200 points towards our energy grant.

ATTORNEY: Attorney Caserta noted that the Village now owns the building at 120 Lockport St. and water tower grounds. Attorney Caserta noted Trustee Stevens has only received one quote back for the EV charging stations and asked if procurement procedures are met. Attorney Caserta confirmed that yes, the Village met the requirements. Trustee Stevens will document who she contacted and provide the information that the company was not interested in providing a quote.

CLERKS OFFICE: The office has been busy with assisting in the planning and permitting of both Ray Barry events, and the upcoming Yacht Club event. We are working with the new auditing firm to provide all the information needed to complete the annual report and audit. Water bills are being collected. We have started the required gold certification process with NYS Retirement for reporting. We hosted the July meeting from the Niagara County Municipal Clerks Association with the Town of Porter. We have started with the planning for the Labor Day Parade and continue to handle all the daily tasks of the office.

RECREATION: Disc Golf: We laid out the remaining holes for the DPW to start the project I am trying to reach out to a resident who I am friends with for him to shoot each hole on his drone so we can have it available to play on the Village Website so people can see the hole on their phone. Programs are running well; the staff is doing an excellent job. A lot of positive feedback from parents saying their children are having fun. Toddler Time I would say has been a success as well. Alex communicates with attendance etc. and I would say its proved to be worth keeping year-round. A very low maintenance program that lets kids interact indoors in a safe space. Falkner Park is steady; this past week has been tough with weather but Courtney has been doing an excellent job running the park on her own. Still waiting for confirmation from perfect seal, like I stated I am NOT going to pressure him but I will re reach out again early next week, he knows we are waiting but I told him it is NOT urgent, we can wait. A lot of stuff in motion just trying to put stuff together and hoping all projects follow through in a timely fashion.

AGENDA:.

ABSTRACT OF AUDITED VOUCHERS:

Approval of the Abstract of Audited Vouchers for the period from July 14-August 10, 2023 in the amount of \$228,226.41.

General: \$183,380.08

Water: \$ 523.38

Sewer:	\$ 41,847.95
H Capital:	\$ 0.00
Trust:	\$ 2,475.00
Total	\$228,226.41

Motion to approve the abstract of audited vouchers was made by Trustee Stella, seconded by Trustee Stella. All in favor, motion was carried.

ITEMS:

Confirmation of approval of Matthew Cipolliti as Police Officer part-time, at a rate of \$21.00/hr.

Motion to approve the confirmation on Matthew Cipolliti was made by Trustee Quarantillo, seconded by Trustee Stevens. All in favor, motion was carried.

Affidavit-Deputy Mayor Heath:

AFFIDAVIT

STATE OF **New York** :

: ss

COUNTY OF **Niagara** :

I, KYLE HEATH, having been duly cautioned and sworn hereby state the following based upon personal knowledge:

1. I am a member of the **BOARD OF TRUSTEES** with the **VILLAGE OF YOUNGSTOWN**
2. I am also an employee of KeyBank National Association ("KeyBank") and serve as a BRANCH MANAGER in Lewiston.
3. KeyBank is a subsidiary of KeyCorp.
4. I own stock in KeyCorp, which represents less than .1% of the outstanding shares of that company.
5. In connection with my commencement of service on **VILLAGE OF YOUNGSTOWN NY BOARD OF TRUSTEES**, I am providing notice of my association with KeyBank, and plan to withdraw from all decisions and deliberations related in any manner to matters related to my employer.

FURTHER AFFIANT SAYETH NAUGHT.

KYLE M HEATH

Deputy Mayor Heath read the affidavit, as noted above, into record.
So noted.

Re-adoption of resolution from June 8, 2023 Organizational meeting:

Designating Depositories: WHEREAS the Board of Trustees has determined that Village Law 4-412(3) (2) requires the designation of banks or trust companies for the deposit of all Village

monies: NOW THEREFORE BE IT RESOLVED: 1) That the Board of Trustees designates KeyBank and NYCLASS as depositories of all moneys received by the Village Clerk-Treasurer, Deputy Clerk-Treasurer, and Receiver of Taxes and 2) that the resolution is effective immediately.

Motion to approve the resolution for designating depositories as noted above was made by Trustee Stevens, seconded by Trustee Quarantillo. Deputy Mayor Heath noted that he must abstain from this vote. Mayor Reisman noted such asking Trustees Quarantillo, Stevens and Stella all in favor, any opposed. Record shows Deputy Mayor Heath abstained. With Trustee Quarantillo, Trustee Stella and Trustee Stevens in favor, no one opposed and Deputy Mayor Heath abstaining, motion was carried.

Letter of resignation received from Kyle Heath for his Trustee position and Deputy Mayor position with the Village of Youngstown effective August 31, 2023.

So noted.

BUILDING USE REQUEST:

Request from Girl Scouts of WNY to use the Board Room for Girl Scout registration on Tuesday September 26, 2023 from 6:00 p.m.-7:00 p.m. Insurance is on file.

Motion to approve the building use as noted was made by Trustee Quarantillo, seconded by Trustee Stella. All in favor, motion was carried.

Request from the Youngstown-Porter Christmas Basket Program committee to use the gym from Sunday, December 10, 2023 through Saturday, December 16, 2023 from 9:00 a.m.-5:00 p.m. to collect, assemble and distribute gifts and food for needy families.

Motion to approve the building use as noted was made by Trustee Stevens, seconded by Deputy Mayor Heath. All in favor, motion was carried.

BOARD CONSIDERATION ON THE FOLLOWING:

Set the date for Christmas in the Village-Saturday, December 9, 2023, designate Trustee in charge of the event.

Motion to approve December 9, 2023 as the date for Christmas in the Village was made by Trustee Quarantillo, seconded by Trustee Stella. It was noted that a Trustee will be appointed to chair the event at a later date. All in favor, motion was carried.

Consideration of an RFP (request for proposal) for the Cold Storage property.

The Board discussed consideration for an RFP for the Cold Storage property. It was discussed this should be published in the Niagara Gazette and the NYS Contract Reporter. Mayor Reisman noted there is a debriefing with the State next week regarding the grant application. The discussion also covered no required minimum bid on the property, a due date of September 1 and Attorney Caserta noted we have the right to reject a proposal. Discussion also covered if there was a need to list the property with a real estate agent and the costs associated with that. The Board was in agreement to list the RFP with Attorney Caserta's review and approval.

Motion to list 701 Nancy Price Drive, Cold Storage property on an RFP due by September 1, 2023 with no minimum bid, was made by Trustee Stevens, seconded by Trustee Quarantillo. All in favor, motion was carried.

Proposal for lease/use of the North Dock building.

Mayor Reisman noted that Mr. Stack was not available to attend this evening. Building Inspector Stevens noted that there is interest in using the North Dock building and Mr. Stack will address the Board at the next meeting.

Moratorium on short term rentals.

Building Inspector Stevens noted he would like to bring the short-term rentals group together again to move forward on language for code. The Board was in agreement with this. In order to complete this task a six-month moratorium was requested.

Motion to implement a six-month moratorium on short term rentals was made by Trustee Stevens, seconded by Trustee Quarantillo. All in favor, motion was carried.

BOARD REPORTS:

Trustee Stella reported as YBPA liaison she has received a request to address the Board asking them to provide guidance to organizations on the permitting process for solicitors and events. The YBPA has communicated that no response has been received since their questions at the July Board meeting. Trustee Stella conveyed she would like to know the direction and plan for regulations for this process to provide to the YBPA and any others holding events. Trustee Stella addressed the missing table from the street dance. Trustee Stella noted there was a picture taken at the end of the night of all the tables ready for pick up. Trustee Stella noted she did not know our process for retrieval of borrowed items and it was unfortunate the Village was looking to the YBPA for replacement of a \$60.00 table. Trustee Stella stated she is in catering and will donate a table to replace the missing table. Trustee Stella also reported that the Chamber is off this month. Mayor Reisman noted that the Village will get something out on this and noted the communication from the YBPA was an issue during the event. Trustee Stella added that our communication was bad too. It was also noted that the YBPA should be conscious of the requirements from the NYS liquor authority when having alcohol at events.

Trustee Stevens thanked Deputy Mayor Heath and Jude's Luxury Travel for their donations to fund the remainder of the Falkner Park concert series for this summer. Trustee Stevens continued reporting on the clean energy project noting she has been working to provide the information needed to work towards the \$5,000.00 grant. There are a few more things that will help us reach this goal in process. Trustee Stevens also noted that the library will be holding Dessert in the Stacks on October 13 and the fall book sale is November 2-4, 2023.

Deputy Mayor Heath addressed the broken process in our event permitting and all the calls, emails and work that was put in to make a good path going forward and would like to acknowledge John, Tom, Wendy, Alex, Amy and Joe for all the work they put in.

Trustee Quarantillo reported that there will be a car seat safety check organized by Recreation to be held August 25, 2023 from 5:30 p.m.-7:30 p.m. in the fire hall parking lot.

Mayor Reisman noted that Ed Jackson of the VFW Post 313 donated a new flag for Veterans Park that is now on display and thanked the VFW for all they do for the community. Mayor Reisman also thanked the many other volunteers, noting Greg and the DPW do a great job. The Garden Club and Gazebo, Falkner Park, and Peace Garden group that all do many things for the Village. Mayor Reisman also wanted to thank Deputy Mayor Heath for his 14 months of service to the Village. Mayor Reisman added that the job can be laborsome and juggling calls, and requests and being on call 24/7 can be hard. Mayor Reisman closed by thanking Deputy Mayor Heath for his support and work with the Village.

ANNOUNCEMENTS:

The next Village Board meeting will be September 14, 2023 at 7:00 p.m.

So noted.

The Youngstown Labor Day Parade will be Monday, September 4, 2023 at noon on Main Street. We encourage everyone to get your parade applications in and be a part of the parade.

So noted.

With no further business, motion to adjourn the regular meeting was made at 8:12 p.m. by Trustee Quarantillo, seconded by Trustee Stella. All in favor, motion as carried.

Submitted by:

Wendy Brown
Clerk-Treasurer